



**DEFENSE LOGISTICS AGENCY**  
**THE DEFENSE CONTRACT MANAGEMENT COMMAND**  
8725 JOHN J. KINGMAN ROAD, SUITE 2533  
FT. BELVOIR, VIRGINIA 22060-6221

IN REPLY  
REFER TO

AQOE

JUL 28 1997

MEMORANDUM FOR COMMANDERS, DEFENSE CONTRACT MANAGEMENT DISTRICTS

SUBJECT: DCMC Memorandum No. 97-72 , Safeguarding and Controlling U.S. Technical  
Information (POLICY)

This is a POLICY memorandum effective immediately and ending September 30, 1998. Target audience: Contract Administration Office Commanders, Administrative Contracting Officers (ACOs), Foreign Disclosure Officers (FDOs).

An ongoing Department of Defense Inspector General review is looking at whether transfer technology policies and procedures for weapon systems sold to foreign governments are adequate to prevent the unauthorized release of U.S. technical information.

DCMC plays a critical role in this area by ensuring that U.S. technical information is properly controlled and safeguarded. Contract Administration Office Commanders must designate a Foreign Disclosure Officer (FDO) in each plant involved with major weapon system programs supporting foreign military sales. The FDO serves as the U.S. Government release official for transfer of U.S. technical material. Commanders must ensure that FDOs are in place where required and that these individuals are fully cognizant of their responsibilities.

The attached flow chart describes this process. Additional guidance is being drafted and will be included in the DLAD 5000.4. Your immediate attention to this issue is required. Please direct any questions to COL Frank Davis, Property, Contract Closeout, and Terminations Team , (703)767-3413 or DSN 427-3413.

ROBERT W. DREWES  
Major General, USAF  
Commander

Attachment

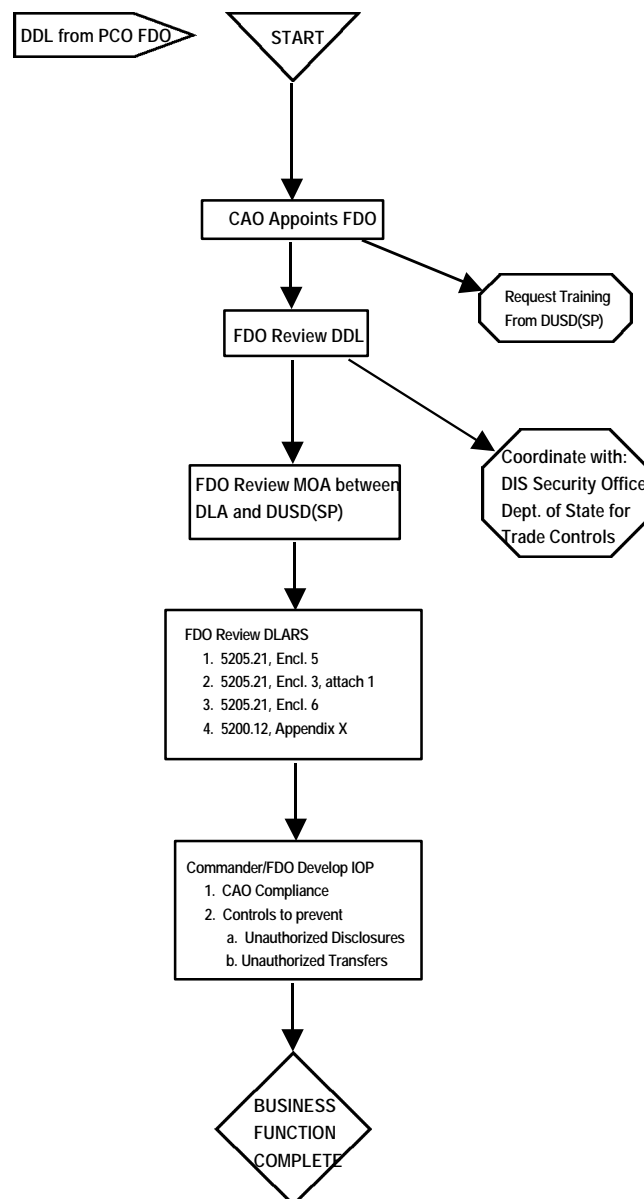
SUBJECT: NEW ONE BOOK PROCESS-Safeguarding and Controlling U.S. Technical Information

LOCATION IN ONE BOOK: PART XII, Chapter-Safeguarding and Controlling U.S. Technical Information

UNIT COST DATA: All Sub-Functions apply to unit cost 01, Core Contract Administration

Business Function Output: Establish Parameters for Dcmc Compliance with Delegation of Disclosure Authority Letter (DDL) issued by PCO Foreign Disclosure Officer (FDO)

INPUT:

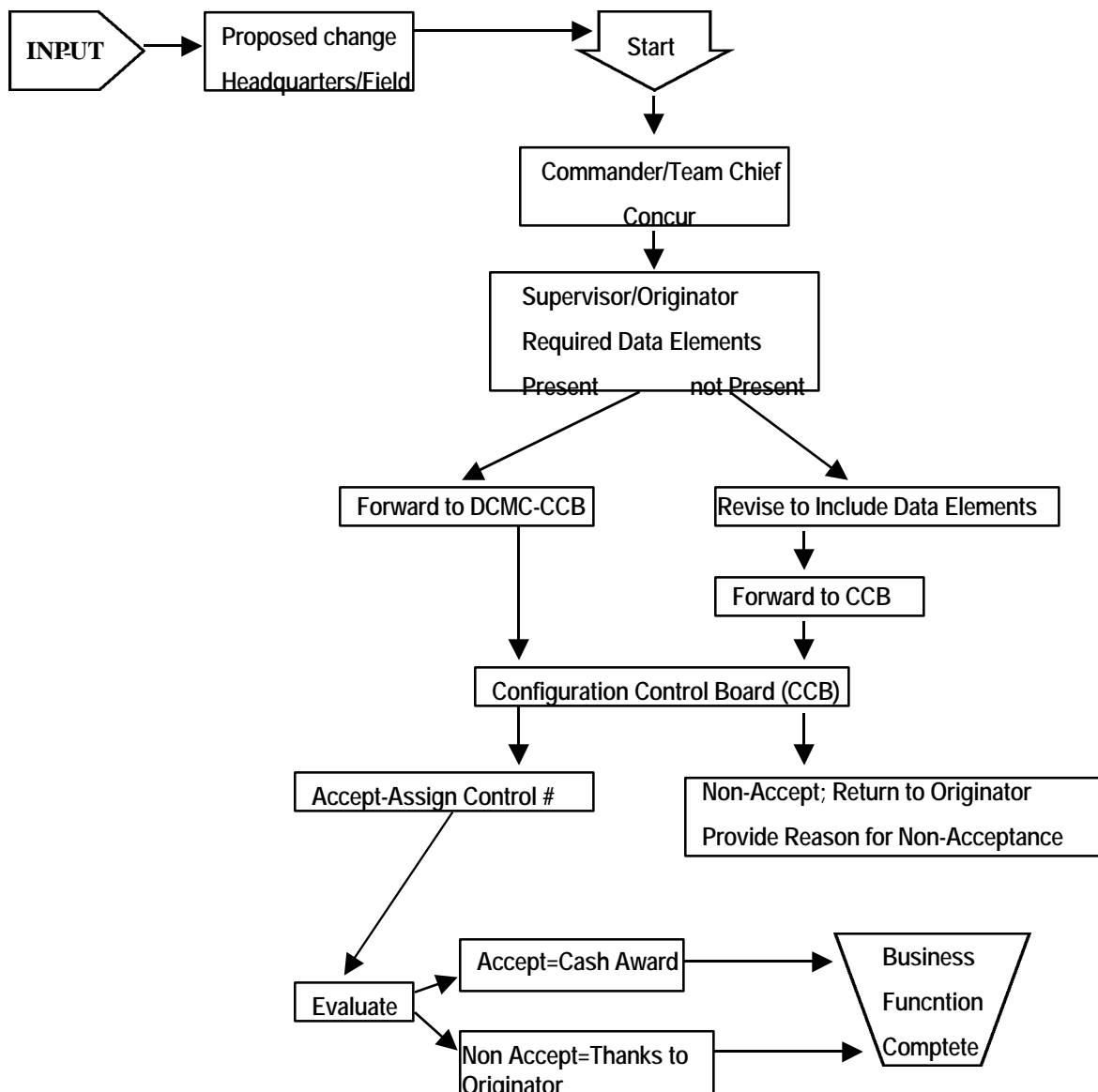


SUBJECT: Flow Chart of Process to Effect Change to a One Book Policy, Process or Best Practice

LOCATION IN ONE BOOK: Part \_\_\_\_ Chapter \_\_\_\_: Deletion of One Book Policy/Practice \_\_\_\_\_

UNIT COST DATA: All sub-function apply to unit cost 01, core Contract Administration

Business Function Output: Establish Parameters for DCMC Employees to Develop and Propose to the DCMC Configuration Control Board (CCB) Constructive Change to an existing policy or Best Practice in the DLAD 5000.4 One Book.



**PART XII CHAPTER 13: GOVERNMENT-TO-GOVERNMENT and FOREIGN DISCLOSURE  
OFFICER RESPONSIBILITIES**

**FIGURE XII, 13.1 Government-to-Government & Foreign Disclosure Officer Responsibility  
(FY97)**

**UNIT COST DATA:** All Sub-Functions apply to unit cost 01, Core Contract Administration.

**BUSINESS FUNCTION OUTPUT:** Perform Government-to-Government transfer of classified material; Establish Parameters for DCMC-CAO Compliance with Delegation of Disclosure Authority Letter (DDL) issued by PCO/Foreign Disclosure Officer (FDO)

**INPUT:**

